# Business Case for CRVS Digitisation

Context

*Provide details of the CRVS context as identified in CRVS strategy document e.g. why is digitisation required?*

Long-Term Vision for CRVS Digitisation

*Insert long-term vision documented in Preparation 1: Define a Long-Term Vision for CRVS Digitisation.*

Impact of not digitising CRVS systems

*Complete the below table, Identifying the key risks of not digitising CRVS systems and what impact these risks would have on realising the objectives outlined in the CRVS Strategic Plan.*

|  |  |
| --- | --- |
| Risk | Impact |
| *e.g. Complex, bureaucratic administrative processes*  | *e.g. Operational costs of CRVS remain high (cost per registration)* |
|  |  |
|  |  |
|  |  |

Timeframes

*Update the below table to reflect expected timeframes of planned digitisation activities.*

|  |  |
| --- | --- |
| Digitisation Phase | Duration |
| Analysis & Design |  |
| System Development and Testing |  |
| Pilot Implementation |  |
| Full Implementation |  |

Costings

*Complete the below costing template to indicate how much digitisation activities will cost. The section from System Development and Testing onwards is completed during Implementation Planning Phase One. Document the CRVS Digitisation Implementation Plan.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Year 1** | **Year 2** | **Year 3** |
| **Analysis & Design** |  |  |  |
| Stakeholder workshops*Workshops to support analysis and design activities with key stakeholders* |   |   |   |
| Research e.g. baseline survey and assessment activities*Research conducted to inform the design of the new CRVS system*  |   |   |   |
| **Internal Resources** |   |   |   |
| Project Manager*Full time resource to oversee all digitisation activities* |   |   |   |
| Civil Registration SME*Full time resource to provide expert knowledge on existing operations and CRVS requirements* |   |   |   |
| **Technical Assistance** |   |   |   |
| Business Analyst*Full time resource who specialises in analysing and re-designing business processes and operations* |   |   |   |
| Solution Architect*Full time resource who specialises in analysing, designing and implementing information systems* |   |   |   |
| **System Development & Testing** |  |  |  |
| **Software Development & Testing***Design, build and test of new CRVS System* |   |   |   |
| **Infrastructure Upgrades** *Required infrastructure upgrades to support new CRVS system e.g. data centre, network connectivity* |   |   |   |
| **Hardware (for test and live environments)***E.g. application/web and database servers* |   |   |   |
| **Software Licenses***Operating System, application and database licenses* |   |   |   |
| **Training***Development of training curriculum materials and plan, training of trainers* |   |   |   |
| **Change Management***Development and implementation of change management plan* |   |   |   |
| **Monitoring & Evaluation Framework***Design and implementation of a monitoring and evaluation framework* |   |   |   |
| **Pilot Implementation***Limited deployment to test solution & deployment approach before scale-up* |  |  |  |
| **Physical infrastructure upgrade of local registration offices***E.g. Desktop computers, printer/scanners, network connectivity to support digital CRVS processes, software licenses, mobile phones, Civil Registration Materials* |  |  |  |
| **Deployment***Deployment of new CRVS systems and processes, implementation of change management plan, training of local resources, M&E* |  |  |  |
| **Operating/Running Costs***Cost of running and maintaining the new CRVS system and processes* |  |  |  |
| **Full Implementation***Scale-up of solution across the country* |  |  |  |